

Utah State University

DigitalCommons@USU

Educational Policies Committee

Faculty Senate

10-3-2019

Curriculum Subcommittee Minutes, October 3, 2019

Utah State University

Follow this and additional works at: https://digitalcommons.usu.edu/fs_edpol

Recommended Citation

Utah State University, "Curriculum Subcommittee Minutes, October 3, 2019" (2019). *Educational Policies Committee*. Paper 807.

https://digitalcommons.usu.edu/fs_edpol/807

This Curriculum Subcommittee Minutes is brought to you for free and open access by the Faculty Senate at DigitalCommons@USU. It has been accepted for inclusion in Educational Policies Committee by an authorized administrator of DigitalCommons@USU. For more information, please contact digitalcommons@usu.edu.



CURRICULUM SUBCOMMITTEE MINUTES

3 October 2019

A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 3 October 2019 at 2:00 pm in Old Main 136 (Champ Hall Conference Room).

Present: Nicholas Morrison, Chair, Caine College of the Arts
Brian Warnick, College of Agriculture and Applied Sciences
Scott Hunsaker, Emma Eccles Jones College of Education and Human Services
Thomas Fronk, College of Engineering
Matt Sanders, College of Humanities and Social Sciences
Claudia Radel, S.J. & Jessie E. Quinney College of Natural Resources
Greg Podgorski, College of Science
Rachel Wishkoski, University Libraries
Mark Chynoweth, Statewide Campuses
Frank Galey, Provost's Office
Michele Hillard, Secretary
Geneva Harline, Graduate Council
Jared Fry, Graduate Senator
Adam Gleed, Registrar's Office
Chenese Boyle, Program Coordinator
Toni Gibbons, DegreeWorks
Merideth Thompson, Jon M. Huntsman School of Business
Robyn Peterson, Catalog Editor

Absent: Scott Henrie, USU Eastern
Dexton Lake, Executive Vice President
Sami Ahmed, President USUSA

Visitors: Carma Miller, Department Head, Nursing and Health Professions
Andy Walker, Department Head, ITLS
Matt Wappett, Director and Associate Professor, Special Education
Harrison Kleiner, Associate Vice Provost

1. ***Approval of 5 September 2019 Minutes***
Motion to approve September 5 minutes made by Jared Fry. Seconded by Merideth Thompson. Minutes approved pending revision of "badge vs. batch".

2. ***Program Proposals***
Request from the Department of Nursing and Health Professions in the Emma Eccles Jones College of Education and Human Services to [change the department name from Nursing and Health Professions to Nursing](#).
Motion to approve R401 proposal made by Scott Hunsaker. Seconded by Geneva Harline. Request approved

Request from the Department of Special Education and Rehabilitation in the Emma Eccles Jones College of Education and Human Services to offer a [Disability Studies Minor](#).
Motion to approve R401 proposal made by Scott Hunsaker. Seconded by Claudia Radel. Request approved pending revisions.
Minor editorial changes needed to be made.

3. ***Semester Course Approval Reviews***

<https://usu.curriculog.com/>

College of Agriculture and Applied Sciences

Motion to approve the business of the College of Agriculture and Applied Sciences made by Brian Warnick. Seconded by Greg Podgorski. Business approved.

ADVS =

APEC = 3

APPR =

ASTE = 16

LAEP =

NDFS = 5

OPDD =

PSC =

Caine College of the Arts

Motion to approve the business of the Caine College of the Arts made by Scott Hunsaker. Seconded by Brian Warnick. Business approved.

ART =

MUSC = 2

THEA =

CCA =

Jon M. Huntsman School of Business

Motion to approve the business of the Jon M. Huntsman School of Business made by Merideth Thompson. Seconded by Scott Hunsaker. Business approved.

ACCT =

BUS = 1

ECN =

MGT = 1

MSLE = 39

MIS =

Emma Eccles Jones College of Education and Human Services

Motion to approve the business of the Emma Eccles Jones College of Education and Human Services made by Scott Hunsaker. Seconded by Greg Podgorski. Business approved.

COMD =

EDUC =

HDFS =

KHS = 1

ITLS = 63

NURS =

PSY =

SPER =

TEAL =

College of Engineering

BENG =

CEE =

ECE =

EED =

MAE =
ENGR =

College of Humanities and Social Sciences

Motion to approve the business of the College of Humanities and Social Sciences made by Matt Sanders. Seconded by Brian Warnick. Business approved.

ENGL =

HIST = 10 (WITHDRAWN HIST 4566 due to HIST/RELS cross-list for 4566)

JCOM =

LPCS = 12

POLS =

SSWA =

IELI =

CHSS = 2

WGS =

S.J. & Jessie E. Quinney College of Natural Resources

Motion to approve the business of the S.J. & Jessie E. Quinney College of Natural Resources made by Claudia Radel. Seconded by Jared Fry. Business approved.

ENVS = 1

WATS =

WILD = 1

NR =

College of Science

Motion to approve the business of the College of Science made by Greg Podgorski. Seconded by Brian Warnick. Business approved.

BIOL =

CHEM = 2

CS = 4

GEOL =

MATH = 1

PHYS =

PUBH =

SCI =

HONR =

ISTU =

Motion to approve the University business made by Scott Hunsaker. Seconded by Greg Podgorski. Business approved.

UN –CAS = 3

USU =

4. *Other Business*

N/A

Adjourn: 2:20 pm

CURRICULUM SUBCOMMITTEE MINUTES

5 September 2019

A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 5 September 2019 at 2:00 pm in Old Main 136 (Champ Hall Conference Room).

Present: Nicholas Morrison, Chair, Caine College of the Arts
Ed Reeve for Brian Warnick, College of Agriculture and Applied Sciences
Scott Hunsaker, Emma Eccles Jones College of Education and Human Services
Thomas Fronk, College of Engineering
Matt Sanders, College of Humanities and Social Sciences
Claudia Radel, S.J. & Jessie E. Quinney College of Natural Resources
Greg Podgorski, College of Science
Rachel Wishkoski, University Libraries
Scott Henrie, USU Eastern
Mark Chynoweth, Statewide Campuses
Frank Galey, Provost's Office
Michele Hillard, Secretary
Geneva Harline, Graduate Council
Jared Fry, Graduate Senator
Dexton Lake, Executive Vice President
Fran Hopkin for Adam Gleed, Registrar's Office
Chenese Boyle, Program Coordinator
Toni Gibbons, DegreeWorks

Absent: Merideth Thompson, Jon M. Huntsman School of Business
Sami Ahmed, President USUSA
Robyn Peterson, Catalog Editor

Visitors: Harrison Kleiner, Associate Vice Provost, General Education

1. ***Approval of 4 April 2019 Minutes***

Motion to accept 4 April 2019 minutes made by Dexton Lake. Seconded by Matt Sanders. Minutes approved as distributed.

2. ***Program Proposals***

Request from the Department of Engineering Education in the College of Engineering to **discontinue the Engineering Education Certificate**.

Motion to approve the Department of Engineering Education R401 made by Thomas Fronk. Seconded by Claudia Radel. Proposal approved.

Request from the College of Humanities and Social Sciences to offer a **Graduate Certificate in Anticipatory Intelligence**.

Motion to approve the College of Humanities and Social Sciences R401 made by Matt Sanders. Seconded by Greg Podgorski. Proposal approved pending changes to third person and Washington, DC trip.

Request from the Department of Languages, Philosophy and Communication Studies to offer a **Minor in Arabic Studies**.

Motion to approve the Department of Languages, Philosophy and Communication Studies R401 made by Matt Sanders. Seconded by Scott Hunsaker. Proposal approved.

3. *Semester Course Approval Reviews*

<https://usu.curriculog.com/>

College of Agriculture and Applied Sciences

Motion to approve the business of the College of Agriculture and Applied Sciences made by Ed Reeve. Seconded by Geneva Harline. Business approved.

ADVS =

APEC =

APPR =

ASTE = 9

HEAL = 2

LAEP =

NDFS = 2

OPDD =

PSC =

Caine College of the Arts

ART =

MUSC =

THEA =

CCA =

Jon M. Huntsman School of Business

ACCT =

BUS =

ECN =

MGT =

MSLE =

MIS =

Emma Eccles Jones College of Education and Human Services

COMD =

EDUC =

HDFS =

KHS =

ITLS =

NURS =

PSY =

SPER =

TEAL =

College of Engineering

Motion to approve the business of the College of Engineering made by Thomas Fronk. Seconded by Jared Fry. Business approved.

BENG =

CEE =

ECE = 12

EED = 2 (**EED 6090 Withdrawn**) Tom Fronk and Scott Hunsaker will work on course title and description.

MAE =

ENGR =

College of Humanities and Social Sciences

ENGL =
HIST =
JCOM =
LPCS =
POLS =
SSWA =
IELI =
CHSS =
WGS =

S.J. & Jessie E. Quinney College of Natural Resources

ENVS =
WATS =
WILD =
NR =

College of Science

*Motion to approve the business of the College of Science made by Greg Podgorski.
Seconded by Scott Hunsaker. Business approved.*

BIOL =
CHEM =
CS =
GEOL =
MATH =
PHYS =
PUBH = 1
SCI =

HONR =
ISTU = 1

*Motion to approve the Integrated Studies business made by Greg Podgorski. Seconded
by Matt Sanders. Business approved.*

UN –CAS =
USU =

4. *Other Business*

Research/Scholarship/Creative Inquiry Intensive Designation for Courses at USU
(Harrison Kleiner/Alexa Sand)

Existing language (with a suggested edit removing “or USU 13XX”):

Research-Scholarship - First issue is to allow student to batch research experiences since we already do that for university service learning. USU has a long history of undergraduate research but does not have any way to designate these courses. Marketing of this designation would be helpful in reporting and grant seeking. Pulling together a taskforce that will work with the stakeholders and develop the designation criteria. This group would function somewhat like the General Education designation courses. Faculty would submit courses that would then go through a committee approval. This is not a certificate but is a designation. It was recommended that a member from Honors be included on the task force. Also need to make sure that the transcript does not become

out of control and make problems for the Registrar's Office. Fran Hopkin and Harrison Kleiner will pull together the taskforce who will coordinate with Associate Deans when looking for recommendations of committee members.

General Education Designations - Proposals for these courses will be evaluated according to the above criteria as well as the following rubric. The proposal memo should explain in detail—with reference to the syllabus—how the instructor intends to satisfy these criteria and achieve these outcomes. A DXX course will set a higher bar for achieving proficiency than a BXX course. In addition, to meet these goals, smaller courses may emphasize oral communication and information literacy skills more than larger courses.

Suggested addition:

A general education designation requires that instructors assess student learning in their courses and fully participate in the General Education Assessment Plan. That plan requires that instructors associate two assignments in Canvas, one early in the term and one late in the term, with the criterion that the relevant area sub-committee selected from the rubric. The relevant area sub-committees will use the assessment data to ensure that students in general education courses are achieving the expected outcomes.

Rolling out campus wide a program and ways to approach curricular complexity. Departments and faculty can use to look at complexity, i.e, prerequisites, etc. This has been done in a couple of pilot departments and has been received very well. In October there will be a DH workshop to see how it works. They will be able to take this back to their colleges and departments. Will help free up time and streamline the process for faculty and students. Continuing to contact advisors to make sure the process/system is working well.

Last Spring some issues arose regarding the Portuguese program. Currently we have to have updates for the catalog by March 1. As new programs come in we will be adding them to the catalog on an exception basis to the policy. These programs will be in, offered and publicized in a more-timely manner. Should we update the catalog when there are name changes? From a college perspective absolutely add the new programs. Policy and timeline is currently in the EPC Handbook.

Adjourn: 3:00 pm

Emma Eccles Jones College of Education and Human Services - Nursing

4.1.a R401 Abbreviated Program Proposal

Proposal Information

Instructions for Completing R401:

[Writing Guidelines/Suggestions](#)

[USHE R401 Policy](#)

Contact Information

Edward Reeve: Interim Vice Provost (797-0718)

Step 1: Turn on "Help Tips" by clicking on the Show Help TextPrint icon (*small blue circle with i inside*) at the top right-hand side of your proposal.

Step 2: Select the College and Department Involved in the Process to Ensure the Correct Workflow and Approval.

Select the College(s) this proposal involves.

Select the Department(s) this proposal involves.

COLLEGE (include all cross listed colleges)*

Emma Eccles Jones College of Education and Human Services

DEPARTMENT (include all cross listed departments)*

Nursing

Current Title (if applicable) Nursing and Health Professions

Proposed Title Nursing

Step 3: Enter the Correct CIP Code Using the Following Website:

Classification Instructional Programs

CIP Code (6-digits) * 51.3801	
Minimum Number of Credits (if applicable) * 21	Maximum Number of Credits (if applicable) * 52
Type of Degree: PN certificate; AAS/ADN, BSN (BA, BS, etc.) *	

Request

Step 4: Select the Type of Change Being Requested.

New Programs:	<input type="checkbox"/> New Certificates of Proficiency (except Institutional Certificates of Proficiency) <input type="checkbox"/> New Certificates of Completion <input type="checkbox"/> New Post-Baccalaureate and Post-Masters Certificates <input type="checkbox"/> New Minors <input type="checkbox"/> New Emphases within an Approved Degree <input type="checkbox"/> New K-12 Endorsements
Existing Program Changes:	<input type="checkbox"/> Program Transfer <input type="checkbox"/> Program Restructure <input type="checkbox"/> Program Consolidation <input type="checkbox"/> Program Suspension <input type="checkbox"/> Program Discontinuation <input checked="" type="checkbox"/> Program Name Change <input type="checkbox"/> Out-of-Service Area Delivery of a Program <input type="checkbox"/> Reinstatement of a Previously Suspended Program
Administrative Unit Changes:	<input type="checkbox"/> New Administrative Units <input type="checkbox"/> Administrative Unit Transfer <input type="checkbox"/> Administrative Unit Restructure <input type="checkbox"/> Administrative Unit Consolidation <input type="checkbox"/> Reinstatement of Previously Suspended Administrative Units
Creation of Non-Administrative Units:	<input type="checkbox"/> New Center <input type="checkbox"/> New Institute <input type="checkbox"/> New Bureau

Additional Approvals (if applicable)

Graduate Council* ☐ Yes
☒ No

**Council on
Teacher
Education*** ☐ Yes
☒ No

Section I: The Request

R401 Purpose*

This is a request to change the name of the **Department** of Nursing and Health Professions to correctly identify it as the "**Department** of Nursing".

Note: this request is for a *department* name change, not a *program* name change.

Section II: Program Proposal

Proposed Action & Rationale*

The Nursing program requests to change the name of the Department of Nursing and Health Professions to "Department of Nursing", as the Health Professions program became part of the College of Agriculture and Applied Sciences (CAAS); Applied Science, Technology & Education (ASTE) Department; Division of Career & Technical Education, July 1, 2019.

Rationale: The change of College and Department provides better alignment for the Health Professions (HP) program, as HP programs award certificates upon completion of the program, while the Nursing programs award degrees upon graduation. While the Licensed Practical nurse is a certificate based program, many--if not most--students continue into the Associate Degree RN nursing program.

USU/USHE benefits from the proposed name change as the name change identifies the remaining programs as nursing programs, including Practical Nursing, (PN) Associate Degree Nursing (AAS Nursing), and Bachelors of Science in Nursing (BSN) offered on seven Utah State University campuses.

Labor Market Demand (if applicable)

Not applicable

Consistency with Institutional Mission & Institutional Impact*

The name change is consistent with the mission outlined in the Utah State University mission statement--specifically premier student-centered focus by fostering the principle that academics come first; by cultivating diversity of thought and culture; and by serving the public through learning, discovery, and engagement. It also helps meet the land grant mission of educating nurses in rural areas who can be employed in local health care facilities after their graduation.

A name change correctly identifies the population and focus of the department:
nursing


narrative.

Finances*

There will be minimal cost to change letterhead and website, but our supplies are low and need to be reordered this summer, so cost is negligible.


Section III: Curriculum (if applicable)**Program
Curriculum
Narrative**


Not applicable.

Step 5: Attach completed Program Curriculum and Degree Map to this request by clicking on the Files  icon located in the upper left-hand corner of the Proposal Toolbox.

Step 6: Submit

Click on the save all changes button below.

Scroll to the top left and click on the launch  icon to launch your proposal.

Approve the proposal as the originator. Go to the decision button  on the top right of the page and approve your proposal.

Emma Eccles Jones College of Education and Human Services - Special Education and Rehabilitation

4.1.a R401 Abbreviated Program Proposal

Proposal Information

Instructions for Completing R401:

[Writing Guidelines/Suggestions](#)

[USHE R401 Policy](#)

Contact Information

Edward Reeve: Interim Vice Provost (797-0718)

Step 1: Turn on "Help Tips" by clicking on the Show Help TextPrint icon (*small blue circle with i inside*) at the top right-hand side of your proposal.

Step 2: Select the College and Department Involved in the Process to Ensure the Correct Workflow and Approval.

Select the College(s) this proposal involves.

Select the Department(s) this proposal involves.

COLLEGE (include
all cross listed
colleges)*

Emma Eccles Jones College of Education and Human Services

DEPARTMENT
(include all cross
listed
departments)*

Special Education and Rehabilitation

Current Title (if
applicable)

Proposed Title Disability Studies Minor

Step 3: Enter the Correct CIP Code Using the Following Website:

Classification Instructional Programs

CIP Code (6-digits) * 05.0210

Minimum Number of Credits (if applicable) * 18

Maximum Number of Credits (if applicable) * 18

Type of Degree: (BA, BS, etc.) * Minor

Request

Step 4: Select the Type of Change Being Requested.

- New Programs:**
- ☐ New Certificates of Proficiency (except Institutional Certificates of Proficiency)
 - ☐ New Certificates of Completion
 - ☐ New Post-Baccalaureate and Post-Masters Certificates
 - ☒ New Minors
 - ☐ New Emphases within an Approved Degree
 - ☐ New K-12 Endorsements
 - ☐ Other

- Existing Program Changes:**
- ☐ Program Transfer
 - ☐ Program Restructure
 - ☐ Program Consolidation
 - ☐ Program Suspension
 - ☐ Program Discontinuation
 - ☐ Program Name Change
 - ☐ Out-of-Service Area Delivery of a Program
 - ☐ Reinstatement of a Previously Suspended Program
 - ☐ Other

- Administrative Unit Changes:**
- ☐ New Administrative Units
 - ☐ Administrative Unit Transfer
 - ☐ Administrative Unit Restructure
 - ☐ Administrative Unit Consolidation
 - ☐ Reinstatement of Previously Suspended Administrative Units
 - ☐ Other

- Creation of Non-Administrative**
- ☐ New Center

- Units:** ☐ New Institute
☐ New Bureau
☐ Other

Other: (explain change)

Additional Approvals (if applicable)

Graduate Council* ☐ Yes
☒ No

Council on Teacher Education* ☐ Yes
☒ No

Section I: The Request

R401 Purpose* This proposal is to establish a Minor in Disability Studies at Utah State University. It is being prepared and jointly submitted by the Department of Special Education and Rehabilitation and the Center for Persons with Disabilities in the Emma Eccles Jones College of Education and Human Services.

Section II: Program Proposal

Proposed Action & Rationale* The Disability Studies Minor will offer Utah State University students an opportunity to develop skills, knowledge, and perspective to deal with disabilities in their future careers. The program will consist of at least 18 credits (9 core and 9 elective). Informal surveys in SPED/REHAB 1010 over the past three semesters have shown growing student interest in pursuing such a minor.

Disability is a universal part of the human experience. Over 18% of the US population self-identify as having some kind of permanent limitation preventing learning, communicating, moving about the environment, self-care, or employment (US Census, 2010). In Utah, over 300,000 citizens, approximately 17% of the population, have disabilities. Less than half of Utah adults with disabilities (46.5%) are employed and only 27% of those are employed full time. Nearly 68,000 Utah children (12.1%) have disabilities. One in five Utah citizens experience limitations caused by disability, making it one of the most far-reaching social service issues facing the state.

Forty years ago, disability issues found their way into every community in the nation because of the requirements of special education law. In the mid 1990's Congress passed the Americans with Disabilities Act (ADA), challenging every segment of the nation's economy to accommodate citizens with disabilities. More recently (2008), the US Congress reiterated its intent to eliminate discrimination against citizens with disabilities by expanding the definition of disability by amending the ADA.

A number of trends are causing the number of people with disabilities to grow. Citizens live longer and are likely to face the challenges of decreased vitality, mobility, hearing, and sight. Advances in trauma treatment have made it so that people involved in accidents who would have died just a decade ago have their lives saved, but often continue with significant limitations. Additionally, the number of children on the autism spectrum and those with other neurodevelopmental disorders is occurring at 1 in 50, much higher than in previous generations.

Disabilities is no longer just a medical issue. It is a complex educational, social, economic, political, and technological challenge for virtually every field of human endeavor. Citizens with disabilities and their family members play an increasingly vital role as professionals, consumers, community members, and political activists.

Labor Market Demand (if applicable)

Expertise dealing with disability issues can be a significant value to future employees. More than 75% of the fastest growing occupations listed by the Utah Department of Workforce Services either provide direct services to customers with disabilities or deal directly with disability issues every day. Further, 80% of the top ten occupations in Utah that have the highest number of total openings each year deal directly with customers or clients who have disabilities (<https://jobs.utah.gov/wi/data/library/employment/occprojections.html>, accessed September 12, 2018).

In 2017, over 6000 students graduated from 48 different academic departments at Utah State University. Graduates from at least 39 of those academic disciplines will deal either directly or indirectly with disability issues as they pursue their careers. Students graduating from disciplines such as human services and education are highly likely to serve students or clients with disabilities. Other students, such as those graduating from the sciences, business, agriculture, engineering, and the humanities are likely to encounter disability issues in their future careers, but will have had very little direct exposure to them through their education.

Consistency with Institutional Mission & Institutional Impact*

Utah State University's (USU) role as the Land Grant institution provides an important opportunity to better prepare Utah's labor force to address disability issues in the future. The Bachelor of Science and Bachelor of Arts degrees awarded by USU represent a broad cross-section of the careers, occupations, and areas of employment that will serve Utah citizens with disabilities and their families. For 45 years, Utah State University has hosted the Center for Persons with Disabilities, a national university center on developmental disabilities. For over 20 years, the university has hosted the AgrAbility Program, and the Utah Assistive Technology Program, grant and state funded programs serving rural citizens with disabilities and those in the agricultural enterprises. In addition to these centers of excellence, Utah State University hosts academic departments and specialist programs addressing a wide range of disability issues: Psychology, Counseling and School Psychology, Special Education, Rehabilitation, Social Work, Communications Disorders, Audiology, and Family and Consumer Sciences.

The proposed minor in Disability Studies will only be offered to students enrolled

The proposed minor in Disability Studies will only be offered to students enrolled at the Logan Campus. Current plans do not envision offering the minor via distance education, statewide campuses, or online.

Finances*

Instructional costs for the proposed core courses will be covered with existing resources from the Department of Special Education and Rehabilitation (SPER) and the Center for Persons with Disabilities (CPD). Two of the proposed core classes already exist; SPED 1010 is taught by SPER faculty and SPED 6500 is taught by CPD staff. These arrangements are sustainable with the increased enrollment that will be associated with the proposed minor. The single new course that will be included in the core requirements (SPED 4300) will be taught by Dr. Matthew Wappett, of the CPD as part of his contract load.

Proposed electives are currently offered by several academic units. Enrollment in the minor is not expected to significantly increase enrollment in the elective courses. In addition, we have contacted the department heads of the affected departments and they have endorsed the proposed program of study.

Based on student interest, it is expected that enrollment in the proposed program will not exceed thirty. Therefore, the administrative costs associated with the program will not be significant and will be covered by Dr. Bryce Fifield, Professor in the Department of Special Education and Rehabilitation as part of his existing load.


Section III: Curriculum (if applicable)

Program Curriculum Narrative

A core of three courses (9 credit hours) will be required of all Disability Studies Minor participants. Students will select from a wide range of elective courses for an additional 9 credit hours. With prior approval of the teaching professor and the DMS program coordinator, students may use other courses to meet the elective requirement.


The three core courses will give students a broad overview of disability issues in society, an opportunity for service/learning experiences with the disability community, and an introduction to the complex issues influencing services to an inclusion of people with disabilities in the community. Electives courses will give students more targeted experiences exploring disability issues in more discipline-specific settings.

Academic units that offer the proposed electives have already been contacted and have agreed to participate.

Step 5: Attach completed Program Curriculum and Degree Map to this request by clicking on the Files  icon located in the upper left-hand corner of the Proposal Toolbox.

Step 6: Submit

Click on the save all changes button below.

Scroll to the top left and click on the launch  icon to launch your proposal.